

**VILLAGE OF PINCKNEY
DOWNTOWN DEVELOPMENT AUTHORITY (DDA)
OFFICIAL MEETING MINUTES**

Friday, June 12, 2026
Village Hall – Pinckney, Michigan

CALL TO ORDER

Chairman Michael Szafranski called the meeting to order at **9:30 AM**.

ROLL CALL

Present

- Michael Szafranski
- Jenn Cooke
- Julie Amy
- Marie Butler
- Mike Carney
- Linda Seger
- Jeff Buerman
- Martina Fenech
- Jim Jensen

Arrived Later

- Shadia Zamlut (9:55 AM)

Absent

- None Recorded

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

Jen Cooke made a motion to approve the agenda with the addition of **Alana's Depot Project Update** at the beginning of Old Business.

Second, by Marie Butler.

Motion carried unanimously.

APPROVAL OF MINUTES

Approval of May 8, 2026 DDA Meeting Minutes.

Linda Seger made a motion to approve the minutes.

Second, by Marie Butler.

During discussion, Linda requested clarification regarding the name of Loy Bond Park, which had previously been referenced incorrectly. It was confirmed that the correct name is **Loy Bond Park**.

Motion carried unanimously.

PUBLIC FORUM

Public Forum opened at **9:35 AM**.

No public comments were offered.

Public Forum closed at **9:36 AM**.

CHAIRMAN'S REPORT

Chairman Michael Szafranski provided an update regarding the proposed 2026-2027 DDA Budget.

Mike explained that the Village Council had tabled the Village budget earlier in the week. The DDA Budget Committee had met several times and initially prepared a budget based on approximately \$190,000 in anticipated revenue. Upon further review, it was determined that due to Headlee Act limitations and actual taxable value projections, annual DDA revenues are expected to be closer to \$140,000.

Adjustments were made to align expenditure with projected revenues, and Village Treasurer Tabitha Dolan made several balancing adjustments to ensure the budget accurately reflected available funds.

Michael emphasized the importance of educating the public regarding the purpose of DDA funding and the legal restrictions governing how those funds may be spent.

VILLAGE REPORT

Jeff Buerman reported:

- Food Truck Friday will be taking place later that day.
- No additional Village report was presented.

Jeff also encouraged continued public engagement and participation in DDA initiatives and upcoming community events.

DPW REPORT

No DPW report was presented.

OLD BUSINESS

Depot Project Update

Alana provided an update regarding the Depot Redevelopment Project.

She reported continued collaboration with Jo Self and Jeff Buerman to better understand the requirements for a feasibility study and next steps toward redevelopment.

The proposed feasibility study is estimated at approximately \$8,000, with additional funding potentially needed for surveying and planning activities.

Funding opportunities being explored include:

- Grants
- Sponsorships
- Community fundraising
- Business partnerships

Additional discussion included:

- DNR involvement
- Potential outdoor tiered seating
- Community gathering space
- Outdoor programming opportunities
- Food truck usage
- Historical preservation considerations

The DNR would like the integrity of the building preserved, including maintaining the traditional red exterior and historical appearance.

Marie Butler asked whether bicycle accommodation would be included. Alana stated that bicycle amenities would likely be located outside the building.

Jo Self discussed utilizing Movie Nights and community fundraising opportunities to help fund the feasibility study.

Jim Jensen reminded the board that bat remediation can be a significant expense and should be included in future planning conversations.

Community Garden Update

Martina Fenech provided a comprehensive update regarding the Community Garden.

Highlights included:

- Nearly all garden beds have been rented.
- Hardscape improvements are forthcoming.
- The food access initiative is underway.
- Initial food deliveries have already occurred.
- Participation levels are higher than ever.

Martina requested clarification regarding reimbursement procedures for approved expenditures already incurred for garden improvements.

Discussion concluded that:

- Vendors should establish accounts directly with the Village whenever possible.
- Receipts may be submitted for reimbursement through Village Hall.
- Existing Village accounting procedures should continue to be utilized.

Additional donations have been received from Ed Bach and other community supporters.

Jeff Buerman and Linda Seger discussed accountability measures and agreed that maintaining existing Village financial procedures remains the most transparent and accountable approach at this time.

Beautification Update

Jo Self provided an update regarding downtown beautification efforts.

Bike Rack Project

Jo and Marie Butler met with local artist Keith LaRue regarding:

- Artistic bike racks
- Refurbishment of existing bike racks
- Community identity features

Ideas included:

- Brightly colored bike racks
- Village branding
- Gateway to Pinckney branding
- Business sponsorship opportunities

Mike Carney suggested utilizing a sponsorship model similar to public art installations found in neighboring communities.

Tree Sculpture Project

Marie Butler discussed the conceptual decorative metal tree sculptures proposed by Keith LaRue as a local artist.

Highlights included:

- Six-foot decorative metal trees
- Combination of two-dimensional and three-dimensional designs
- Bronze powder-coated finish
- Phased installation approach

Discussion included installing two trees initially and expanding the project over future years.

Additional ideas included:

- QR codes linking to Village events
- Decorative gathering spaces
- Chess and Checkerboard Log Tables
- Use of local artists and fabricators

Mike Carney suggested considering the incorporation of real trees into the project, utilizing local landscape architecture expertise provided by Linda.

Welcome New DDA Member

The board formally welcomed **Shadia Zamlut** as the newest member of the Pinckney DDA.

Streetlights

No updates were available regarding the M-36 Streetlight project.

The DDA budget continues to include allocations for future maintenance and improvements.

2026-2027 DDA Budget

The proposed DDA Budget for Fiscal Year July 1, 2026, through June 30, 2027 was reviewed.

Estimated Revenues

- Real Property Tax Revenue: \$147,271
- EV Charging Revenue
- State PPT Reimbursement
- Garden Rentals
- Event Revenue
- Interest Income

Total Estimated Revenue: \$152,321

Current Financial Position

- Current DDA Fund Balance: \$493,002.14
- Projected Revenue: \$152,321.00

Total Available DDA Funds: \$645,323.14

Major Budget Priorities

Administration & Operations

- DDA Coordinator Position
- Seasonal Beautification Contractor
- Administrative Support
- Legal Services
- Planning Services
- Insurance
- Audit Services

Community Development & Capital Improvements

- Community Beautification
- Decorative Tree Scapes
- Holiday Decorations
- Holiday Lighting
- Community Garden Shed and Free Market Area
- Digital Sign
- Building Improvement Grant Program
- Murals
- Property Acquisition Opportunities
- CTAP Matching Grant Funds
- MEDC Improvement Planning
- Master Plan Revision
- Wayfinding Signage
- Welcome to Pinckney Signage
- DDA Walking Space Improvements

Community Events

- Community Garden Programming
- Food Truck Fridays
- St. Patrick's Day Parade

- Memorial Day Parade
- Light Up the Park
- Hootin' in the Park
- Fourth of July / 250th Celebration
- Fall Festival
- Recognition Dinner

Discussion emphasized that DDA funds are legally restricted and cannot be used to subsidize unrelated Village departments.

The board discussed the importance of educating the public regarding the role and purpose of the DDA.

Julie Amy made a motion to approve the 2026-2027 DDA Budget as presented.

Linda Seger second.

Roll Call Vote

- Michael Szafranski – Yes
- Jenn Cooke – Yes
- Julie Amy – Yes
- Marie Butler – Yes
- Mike Carney – Yes
- Linda Seger – Yes
- Jeff Buerman – Yes
- Martina Fenech – Yes
- Jim Jensen – Yes
- Shadia Zamlut – Yes

Motion carried unanimously.

Board members were encouraged to attend the June 22 Village Council meeting, where the DDA budget and proposed DDA district expansion would be discussed.

SEMCOG Update

Jo Self reported that SEMCOG and Jon Clark recently completed filming throughout the Pinckney area.

Footage included:

- Downtown Pinckney
- Recreation areas
- Lakes
- Parks/Trail
- Community assets
- Local businesses

The professionally produced promotional video was provided at no cost to the Village through SEMCOG membership benefits.

Completion is expected within approximately one month.

Summer Beautification Contract

Michael Szafranski reported that last year's seasonal contractor arrangement was not successful.

A second candidate approached but declined the opportunity.

After reviewing alternatives, the DDA proposed hiring Martina Fenech and her gardening team to provide beautification and maintenance services.

Services will include:

- Garden maintenance
- Weeding
- Beautification efforts
- Village Hall landscaping
- Ongoing seasonal maintenance

Michael Szafranski will oversee the work through weekly meetings and progress reviews.

Compensation:

- \$25 per hour
- 10–25 hours per week
- Six-month contract

Jen Cooke made a motion to approve.

Linda Seger second.

Roll Call Vote

All members voted yes.

Motion carried unanimously.

CTAP / Pure Michigan Action Plan

Jo Self reported that a CTAP Action Planning Meeting is scheduled for June 23.

The tourism planning initiative will cost approximately \$20,000, with \$10,000 being a required local match.

Match requirements may be satisfied through:

- Volunteer labor
- Sponsorships
- Fundraising efforts
- In-kind contributions

Board members were encouraged to utilize the QR code distributed during the meeting to add local businesses, attractions, and activities to the Pure Michigan platform.

NEW BUSINESS

June 22 Village Council Meeting

Board members discussed the importance of attending the June 22 Village Council meeting to support:

- DDA Budget Approval
- DDA District Expansion
- Future Economic Development Projects
- Community Beautification Investments

Discussion emphasized continuing to educate residents regarding the long-term vision and benefits of DDA initiatives.

Rails to Reels Movie Nights

Jo Self presented the 2026 Movie Night Series.

Highlights include:

- Eight movies throughout the season
- Two movies shown each event night
- Events running June through September
- October movie event still under consideration

The first Movie Night is scheduled for June 27.

Community partners include:

- Go Liv Co.
- Friends of the Lakelands Trail
- Kensington Woods Robotics Team
- For Kids' Sake Early Learning Center
- Carney's Auto
- Cat Brown Realty

Movie Night proceeds and donations will support the Depot Feasibility Study.

Marie Butler offered the use of a movie screen from her business.

Discussion included:

- Family movie options
- Date-night movies
- Community fundraising
- September Family Fun Bike Ride to Captain Frosty

Julie Amy made a motion to approve:

- Immediate payment of \$700 from the current Community Events Budget.
- Remaining \$2,000 from the 2026-2027 Budget.

Seconded by Mike Carney.

Roll Call Vote

All members voted yes.

Motion carried unanimously.

Master Plan & Redevelopment Ready Communities (RRC)

Jo Self reported that:

- Linda Seger

- Jim Jensen
- Julie Amy
- Jo Self

have completed Redevelopment Ready Communities training.

The group also met with Blake Newman to discuss restoring Pinckney's RRC certification.

Discussion included:

- Master Plan review requirements
- Grant opportunities
- Long-term redevelopment planning
- Re-establishing certification through MEDC

The Village is actively working toward recertification at no cost to the Village.

RECAP & UPCOMING EVENTS

Memorial Day Parade

Julie Amy reported that the Memorial Day Parade was highly successful.

The event demonstrated the effectiveness of Jo Self's Event Coordinator role and showcased how partnerships with local organizations can reduce volunteer burden while increasing community participation.

Jim Jensen shared feedback regarding parade route concerns and road closures.

The board agreed that maintaining the same route for future parades creates consistency and predictability for residents and participants.

Food Truck Fridays

Board members were encouraged to attend community events and assist at the Village information tent.

The tent will be used to:

- Share information about Village projects
- Promote DDA initiatives
- Answer questions from residents
- Encourage positive community engagement

A similar presence will be maintained during Movie Nights and other community events.

PUBLIC FORUM

Public Forum reopened at **10:58 AM**.

John Colvert – Go Liv Co.

John provided historical information regarding the former railroad freight house.

Key points included:

- Previous work completed by Pinckney High School architecture students.
- Earlier studies determined restoration costs were high.
- A grant previously funded roof replacement.
- Volunteers completed painting and stabilization efforts.

John clarified that the structure is technically a freight house rather than a passenger depot.

Historical designation efforts were previously declined based on that distinction.

He offered to share:

- Surveys
- Architectural drawings
- Historical documentation

with Jo Self and the DDA.

Public Forum closed at **11:08 AM**.

MEMBER DISCUSSION

DDA / Planning Commission Separation

Discussion occurred regarding future ordinance amendments to formally separate the DDA from the Planning Commission.

A committee will be formed consisting of:

- John Colvert
- Jo Self
- Michael Szafranski
- Alana

Community Involvement

Steve Bruin, co-founder of The Dio, expressed interest in becoming more involved in community development and future DDA participation.

Communication Improvements

Discussion occurred regarding:

- Shared calendars
- Social Media/app platforms
- Better communication tools
- Event coordination systems

No formal action was taken.

Julie Amy agreed to compile and distribute an updated board email list.

Hamburg Public Safety Meeting

Jeff Buerman announced a June 15 meeting at Hamburg Township regarding policing models and public safety operations.

ADJOURNMENT

Michael Szafranski made a motion to adjourn.

Jim Jensen seconded.

All voted in favor.

The meeting adjourned at **11:15 AM**.

APPROVED BY

Michael Szafranski

Chair, Downtown Development Authority

Village of Pinckney

Date: _____

RESPECTFULLY SUBMITTED

Julie Amy

Secretary, Downtown Development Authority

Village of Pinckney

Date: _____

ACKNOWLEDGED BY

Jeff Buerman

Village President

Village of Pinckney

Date: _____

Attestation: These minutes were approved by the Pinckney Downtown Development Authority at a duly noticed public meeting held on August 14th, 2026.